

**MINUTES**  
**MISSISSIPPI COMMUNITY COLLEGE BOARD**  
**Friday, August 19, 2011**

The regular meeting of the Mississippi Community College Board (MCCB) was held at 9:00 a.m. on Friday, August 19, 2011, at the offices of the Mississippi Community College Board, 3825 Ridgewood Road, Room 507, of the Education and Research Center in Jackson, Mississippi.

**Members present:** Mr. Bubba Hudspeth, Chair; Mrs. Patricia Dickens, Vice-Chair; Mr. Bobby Steinriede; Mr. Duncan McKenzie; Mr. Max Huey; Mr. Ed Perry; Ms. Toni Cooley, Mr. Bruce Martin; and Mr. Tom Gresham. *Member not present: Mr. Chip Crane.*

**MCCB Staff in attendance:** Dr. Eric Clark, Mrs. Deborah Gilbert, Dr. Debra West, Dr. Shawn Mackey, Mr. Ray Smith, Dr. Joan Haynes, Dr. Christian Pruett, Mr. Raul Fletes, Mrs. Cynthia Jiles, and Mr. Phillip Cumberland.

**Guests in attendance:** Mr. Chuck Rubisoff, Office of the Attorney General; Dr. Edward Jordan, Director of P-20 Initiatives, IHL; Dr. Scott Elliott, President of Meridian Community College.

**CALL TO ORDER**

Chairman Bubba Hudspeth called the meeting to order at 9:00 a.m. and read the meeting notice for the September 15 and 16, 2011, MCCB Board Meetings.

**MEETING NOTICE**

The Mississippi Community College Board Committee of the Whole dinner meeting will be held Thursday, September 15, 2011, at Huntington's Grill at 6:00 p.m. The meeting will reconvene in the Hattiesburg Room of the Hilton Hotel at 7:00 p.m. that same evening. The regular monthly meeting of the Mississippi Community College Board will be held at 9:00 a.m., Friday, September 16, 2011, in the IHL Board Room, located in the Universities Center, 3825 Ridgewood Road, Jackson, MS 39211.

**PRELIMINARIES**

Chairman Hudspeth welcomed all board members and visitors and asked Mrs. Patricia Dickens to provide the Invocation.

**Approval of July 8, 2011 Meeting Minutes**

In a motion made by Mr. Max Huey and seconded by Mrs. Patricia Dickens, the MCCB Board **voted unanimously** to approve the minutes of the July 8, 2011, MCCB board meeting.

**Approval of Agenda**

In a motion made by Mr. Tom Gresham and seconded by Mr. Duncan McKenzie, the MCCB Board **voted unanimously** to approve the proposed agenda.

**REPORTS/ACTIONS**

**Executive Director's Report**

Dr. Clark began his report by welcoming all board members and guests. He then introduced our newest staff member, Mr. Raul Fletes, Assistant Executive Director for Research and Planning.

Dr. Clark reported that Ms. Kim Verneuille, the newly hired Director of Proprietary School and College Registration, will report to work on September 12, 2011.

Dr. Clark invited the Board to attend the Legislative Budget Office hearings scheduled for 2:00 p.m. Thursday, September 22, 2011 at the Woolfolk Building in Jackson, Mississippi.

Dr. Clark reported that July 27<sup>th</sup> – 28<sup>th</sup>, he traveled to Washington to meet with our Congressional delegation. He met with Senator Cochran, Senator Wicker, Representative Nunnelee, Representative Harper, and staff members of Representative Palazzo and Representative Thompson to discuss issues and legislation affecting community colleges. August 4<sup>th</sup> he attended the Career Tech and Workforce Conference held in Pearl, that same afternoon Dr. Clark met with the Department of Finance and Administration and Gulf South Pipeline to discuss replacing a natural gas line across the campus where our offices are located. This will impact MCCB with the removal of several trees on the east side of our 5.92 acres along Ridgewood Road. Monday, August 8<sup>th</sup>, he spoke at the faculty convocation at Meridian CC; August 9<sup>th</sup>, he spoke to the Developmental Education faculty at Hinds CC in Raymond; August 10<sup>th</sup>, he spoke at the faculty convocation at EMCC in Scooba, MS; and on August 11<sup>th</sup>, he attended the Education Achievement Council Goal Setting Committee meeting.

Dr. Clark had participated in several media interviews: on Monday, August 15<sup>th</sup>, Public Radio and Marshall Ramsey of Super Talk Radio; August 17<sup>th</sup>, The Clarion Ledger; and August 18<sup>th</sup>, he interviewed with WLBT Channel 3 to discuss the importance of the remedial classes offered by our community colleges.

Dr. Clark reported that Dr. Shawn Mackey is working to compile recommendations and standards for the annual George F. Walker Workforce Training Award to honor our longtime chairman George F. Walker.

Dr. Clark reported that future MCCB board meetings will be held in the IHL's Universities Center boardroom for the duration of the 5<sup>th</sup> floor renovations.

Dr. Clark was asked by Mike Frascogna to write the forward for his new book, Mississippi JUCOs –The Toughest League in America. Mr. Frascogna and his sons also penned Yall VS Us, Gridiron Goal, and Bull Cyclone Sullivan. Dr. Clark welcomed the opportunity to promote Mississippi Community College football.

Dr. Clark concluded his report.

### **MACJC Report**

Dr. Scott Elliott reported that Nissan asked Holmes CC to create a new maintenance apprenticeship program to accommodate the critical need of new Industrial Maintenance Technicians. Dr. Elliott stated that Holmes' rapid response demonstrates the overall community college commitment to provide for the future.

Dr. Elliott provided information for the following community colleges: Southwest Mississippi Community College, Mississippi Delta CC, East Central CC, Jones County Junior College, Meridian CC, East Mississippi CC, Hinds CC, Pearl River CC and Mississippi Gulf Coast CC.

Dr. Elliott concluded his report.

### **Career and Technical Education Report**

Dr. Shawn Mackey greeted board members and presented **Exhibits A1**, the program request from MS Gulf Coast CC for a degree and certificate options of Culinary Arts Technology.

In a motion made by Mr. Max Huey and seconded by Mr. Bobby Steinriede, the MCCB Board **voted unanimously** to approve the degree and certificate options of Culinary Arts Technology for MS Gulf Coast CC.

**Exhibit A2** is a program request to extend hours for EMCC's truck driving program beyond the existing statewide curriculum (8 week / 8 credit hour) to 16 week/19 semester hour program.

In a motion made by Mrs. Patricia Dickens and seconded by Mr. Max Huey, the MCCB Board **voted unanimously** to approve the program request to extend hours for EMCC's truck driving program beyond the existing statewide curriculum (8 week/8 credit hour) to 16 week/19 semester hour program.

**Exhibits B1 and B2** are revised Standards for Practical Nursing Program Accreditation.

In a motion made by Mr. Bobby Steinriede and seconded by Mr. Max Huey, the MCCB Board **voted unanimously** to approve the revised Standards for Practical Nursing Program Accreditation.

**Exhibit C** is the annual Accountability Report for All Schools for information purposes only.

### **Workforce Report**

Dr. Mackey presented **Exhibit D1**, the standard Workforce Budget Report. This report shows the closeout numbers for FY 2011.

**Exhibit D2** is the WET Fund Revenue Report. This is for information only and does not require board approval.

### **Grants and Related Activities Report**

Dr. Mackey presented **Exhibit E1**, the Career Readiness Certificates chart for FY 2012. **Exhibit E2**, is the Career Readiness Certificates chart for the cumulative year, showing a total of 21,651 certificates issued. **Exhibit E3** is the standard Grants reports. This is the grant that received funding from MDES in the amount of \$300,000.00. Currently, the agency has already obligated \$216,350.00 of that contract. This is money spent on Career Readiness Certificates (CRC).

Dr. Mackey concluded his report.

### **Academic Affairs Report**

No report given.

### **Technology Report**

Mr. Ray Smith reported to the Board that his department is working on network upgrades and plans to have the network functioning in mid-September to accommodate the beginning of Fall classes. Mr. Smith stated that the increased bandwidth capacity will allow the colleges to access information at greater speeds with less buffering. Due to the limited time frame, Mr. Smith has submitted an approval request for an amount up to \$130,000.00 to purchase the necessary network hardware to complete the upgrades.

Ray Smith yielded to Deborah Gilbert to present finance agenda item: **Attachment 5d**, the approval request for network hardware.

**Attachment 5d** is an approval request for an amount up to \$130,000.00 to purchase upgrade equipment to increase bandwidth for MCCB.

In a motion made by Mr. Ed Perry and seconded by Mr. Max Huey, the MCCB Board **voted unanimously** to approve the request to purchase hardware to increase bandwidth for MCCB network systems up to the amount of \$130,000.00, provided MCCB's attorney review and approve the proceedings and is executed by Dr. Eric Clark, Deborah Gilbert, and Ray Smith.

Mr. Smith concluded his report.

Chairman Hudspeth recessed the meeting at 10:05 a.m. and reconvened the meeting at 10:10 a.m.

#### **eLearning and Instructional Technology Report**

Dr. Christian Pruett reported that he is continuing to work with the statewide advisory committee to create a solution for textbook issues, and to provide training and professional development to support the technology infrastructure.

Dr. Pruett concluded his report.

#### **Deputy Executive Director Report, Programs and Accountability**

No report given.

#### **Deputy Executive Director Report, Finance and Administration**

Mrs. Deborah Gilbert presented the Finance report, as follows:

**Attachment 1** is the approval request for the Education Enhancement Fund Disbursements out of Fund 4080 in the amount of \$3,090,873.00 and Fund 4110 in the amount of \$82,112.00, totaling \$3,172,985.00 effective August 31, 2011.

In a motion made by Mr. Ed Perry and seconded by Mr. Tom Gresham, the MCCB Board **voted unanimously** to approve the Education Enhancement Fund Disbursements out of Fund 4080 in the amount of \$3,172,985.00 and Fund 4110 in the amount of \$82,112.00, totaling \$3,172,985.00, effective August 31, 2011.

**Attachment 2** is the update on Education Enhancement Fund Reductions – FY 2012. This is for informational purposes only and does not require approval.

**Attachments 3a and 3b** are the Financial Statements for Funds 2291 and Special Funds as of July 31, 2011. Attachment **3a** is Special Funds as of July 31, 2011 (FY 2011) – Lapse Period and Attachment **3b** is Special Fund information as of July 31, 2011 (FY 2012). These do not require approval.

**Attachment 4** is the Z-1 Budget Revision #1 for MCCB Administration – escalate Proprietary School and College Registration budget by \$40,000 due to additional fees collected.

In a motion made by Mr. Ed Perry and seconded by Mr. Bobby Steinriede, the MCCB Board **voted unanimously** to approve the Z-1 Budget Revision #1 for MCCB Administration.

**Attachment 5a, 5b, and 5c** are purchasing approval requests for **5a**, Respondus, Inc.; **5b**, Inter-Agency Agreement; and **5c**, Jobs for Mississippi Graduates, Inc.

In a motion made by Mr. Ed Perry and seconded by Mr. Max Huey, the MCCB Board **voted unanimously** to approve the purchasing approval requests for: **5a**, Respondus, Inc. for August 1, 2011- July 31, 2012 in the total amount of \$42,185.00 and August 1, 2012 – July 31, 2013 in

the total amount of \$43,661.00; **5b**, Inter-Agency Agreement for the office of the Attorney General to provide legal services to the MCCB from July 1, 2011 through June 30, 2012 in the amount of \$27,381.20; and **5c**, Jobs for Mississippi Graduates, Inc. for FY 2012 in the total amount of \$125,000.00.

**Attachment 6a and 6b** are budget requests for FY 2013. These will not require approval.

Mrs. Gilbert concluded her report.

### **Travel Authorizations**

Chairman Hudspeth asked for requests to authorize travel reimbursements for events other than regularly scheduled Board Meetings.

In a motion made by Mr. Max Huey and seconded by Mrs. Patricia Dickens, the State Board **voted unanimously** to approve the travel reimbursement for Chairman Hudspeth's travel to the August 11<sup>th</sup> Education Achievement Council meeting.

### **OTHER BUSINESS**

No other business.

### **ADJOURNMENT**

In the absence of any further business, the meeting was adjourned at 10:34 a.m.

Recorded by:

  
Cynthia Jiles, Executive Assistant

Approved by:

  
Mr. Bubba Hudspeth, Chairman

  
Dr. Eric Clark, Executive Director

### **Exhibits:**

Career and Technical Education  
Standards for Practical Nursing  
Accountability Report for All Schools  
Workforce  
Grants/CRC Report  
Commission on Proprietary Schools and College  
Teleconference Meeting Notice  
IHL -2010-2011 Articulation Efforts  
Dr. Scott Elliott  
Research and Planning  
Technology  
eLearning & Instructional Technology  
Dr. West

Exhibits A1, and A2  
Exhibits B1 and B2  
Exhibit C  
Exhibits D1, and D2  
Exhibits E1, E2 and E3

Exhibit F  
Exhibit G  
Exhibit H  
No Exhibit  
No Exhibit  
No Exhibit  
No Exhibit

MCCB Board Meeting Minutes  
Friday, August 19, 2011

Finance Report  
Dr. Clark's Handouts & News Articles

Separate Agenda